

## Message Text

LIMITED OFFICIAL USE

PAGE 01 STATE 273961

43

ORIGIN COME-00

INFO OCT-01 EA-07 ISO-00 EB-07 SS-15 SP-02 MMO-01 PER-01

ABF-01 NSC-05 OMB-01 /041 R

DRAFTED BY COM/BIC/OIM/SSD/CECHAPMAN/NEF

APPROVED BY EB/OCA/CD:EMFEATHERSTONE

COM/BIC/OIM/RGARNITZ

COM/BIC/OIM/JAMORHOUSE

COM/DIBA/OP/JKING

COM/BIC/OIM/TWELCH

EA/EP/MHENDERSON

EA/J/PER MHENDERSON

EA/EX/INFO

----- 088506

R 191942Z NOV 75

FM SECSTATE WASHDC

TO AMEMBASSY TOKYO

LIMITED OFFICIAL USE STATE 273961

E.O. 11652: N/A

TAGS: BEXP, APER, JA

SUBJECT: REDUCTION IN FORCE, COMMERCE PERSONNEL, TOKYO

REF: TOKYO 15003

1. BECAUSE OF CONSIDERABLY REDUCED LEVEL OF ACTIVITY IN FAR EAST FOR COMMERCE TRADE FAIR PROGRAM IN FY 76, FY 77 AND FORESEEABLE FUTURE, IT IS NECESSARY TO REDUCE THE STAFF OF FISCAL AND ADMINISTRATIVE ASSISTANTS BY THE POSITION PRESENTLY ASSIGNED TO TOKYO TO COVER ADMINISTRATIVE REQUIREMENTS AT FAIRS IN THE REGION.

2. REGRET THUS NECESSARY ABOLISH THIS POSITION AND SEPARATE ISAMU SHIRAI, INCUMBENT, EFFECTIVE FEBRUARY 1, LIMITED OFFICIAL USE

LIMITED OFFICIAL USE

PAGE 02 STATE 273961

1976.

3. EMBASSY REQUESTED PROVIDE SHIRAI WRITTEN NOTICE OF SEPARATION, ARRANGE PAYMENT SEPARATION PAY EQUAL SIX BI-WEEKLY PAY PERIODS FOR THREE YEARS CREDITABLE SERVICE AND ADVISE SHIRAI HE MAY USE ANY OR ALL HIS ACCRUED ANNUAL LEAVE PRIOR TO FEBRUARY 1, 1976, WITHOUT FURTHER WASHINGTON APPROVAL OR RECEIVE PAYMENT IN LIEU AS ADDITION TO SEVERANCE PAY.

4. IN VIEW SHIRAI'S COMPETENCE AND SERVICE, EMBASSY AND TRADE CENTER REQUESTED CONFER ON POSSIBILITY HIRING SHIRAI IN A SUITABLE POSITION WITHOUT LOSS OF GRADE OR SALARY. TRADE CENTER MAY WISH REVIEW PRESENT STAFFING AND WORKLOAD TO DETERMINE IF RE-STRUCTURING IS JUSTIFIED. IF SO, A NEW POSITION MIGHT RESULT FOR WHICH SHIRAI COULD QUALIFY AT PRESENT GRADE. SUCH A POSITION COULD ONLY BE CREATED, HOWEVER, BY ABOLISHING ONE EXISTING TRADE CENTER POSITION SUCH AS THE ONE PRESENTLY VACANT. ALTERNATIVELY, TRADE CENTER MAY WISH CONSIDER SHIRAI FOR PRESENT VACANCY IF HE IS WILLING ACCEPT LOWER GRADE. IF EMBASSY AND TRADE CENTER CANNOT ARRANGE RETAIN SHIRAI IN ANOTHER POSITION, MILES REQUESTED LEND ALL POSSIBLE ASSISTANCE SHIRAI LOCATING A SUITABLE POSITION IN LOCAL BUSINESS OR DIPLOMATIC COMMUNITY.

5. IF EMBASSY AND TRADE CENTER UNABLE HIRE SHIRAI, ADVISE COMMERCE WASHINGTON SO PERSONAL LETTER FROM ACTING DIRECTOR, OFFICE OF INTERNATIONAL MARKETING, USDOC, CAN BE SENT SD SHIRAI AND EMBASSY FILES COMMENDING HIS SERVICE AND COMPETENCE AND RECOMMENDING HIM TO PROSPECTIVE EMPLOYERS. MILES REQUESTED SUPPLY COMPARABLE LETTER OF RECOMMENDATION IN JAPANESE FOR SHIRAI'S USE. KISSINGER

LIMITED OFFICIAL USE

NNN

## Message Attributes

**Automatic Decaptioning:** X  
**Capture Date:** 01 JAN 1994  
**Channel Indicators:** n/a  
**Current Classification:** UNCLASSIFIED  
**Concepts:** PERSONNEL SEPARATIONS  
**Control Number:** n/a  
**Copy:** SINGLE  
**Draft Date:** 19 NOV 1975  
**Decaption Date:** 01 JAN 1960  
**Decaption Note:**  
**Disposition Action:** RELEASED  
**Disposition Approved on Date:**  
**Disposition Authority:** woolflhd  
**Disposition Case Number:** n/a  
**Disposition Comment:** 25 YEAR REVIEW  
**Disposition Date:** 28 MAY 2004  
**Disposition Event:**  
**Disposition History:** n/a  
**Disposition Reason:**  
**Disposition Remarks:**  
**Document Number:** 1975STATE273961  
**Document Source:** CORE  
**Document Unique ID:** 00  
**Drafter:** BIC/OIM/SSD/CECHAPMAN/NEF  
**Enclosure:** n/a  
**Executive Order:** N/A  
**Errors:** N/A  
**Film Number:** D750404-0789  
**From:** STATE  
**Handling Restrictions:** n/a  
**Image Path:**  
**ISecure:** 1  
**Legacy Key:** link1975/newtext/t19751131/aaaabov.tel  
**Line Count:** 93  
**Locator:** TEXT ON-LINE, ON MICROFILM  
**Office:** ORIGIN COME  
**Original Classification:** LIMITED OFFICIAL USE  
**Original Handling Restrictions:** n/a  
**Original Previous Classification:** n/a  
**Original Previous Handling Restrictions:** n/a  
**Page Count:** 2  
**Previous Channel Indicators:** n/a  
**Previous Classification:** LIMITED OFFICIAL USE  
**Previous Handling Restrictions:** n/a  
**Reference:** 75 TOKYO 15003  
**Review Action:** RELEASED, APPROVED  
**Review Authority:** woolflhd  
**Review Comment:** n/a  
**Review Content Flags:**  
**Review Date:** 17 JUL 2003  
**Review Event:**  
**Review Exemptions:** n/a  
**Review History:** RELEASED <17 JUL 2003 by ShawDG>; APPROVED <30 DEC 2003 by woolflhd>  
**Review Markings:**

Margaret P. Grafeld  
Declassified/Released  
US Department of State  
EO Systematic Review  
06 JUL 2006

**Review Media Identifier:**  
**Review Referrals:** n/a  
**Review Release Date:** n/a  
**Review Release Event:** n/a  
**Review Transfer Date:**  
**Review Withdrawn Fields:** n/a  
**Secure:** OPEN  
**Status:** NATIVE  
**Subject:** REDUCTION IN FORCE, COMMERCE PERSONNEL, TOKYO  
**TAGS:** BEXP, APER, AFSP, JA, (SHIRAI, ISAMU)  
**To:** TOKYO  
**Type:** TE  
**Markings:** Margaret P. Grafeld Declassified/Released US Department of State EO Systematic Review 06 JUL 2006